



RFI Details

PeopleSoft Strategic Sourcing

Project Status Summary			
Event ID	Format	Type	Page
32701-0000009426	RFI	RFx	1
Event Round	Version		
1	1		
Event Name			
Gangway Replacement Nathan Bedford Forrest St Park			
Start Time		Finish Time	
04/11/2016 11:00:00 CDT		04/19/2016 11:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To:
Contact: Lindsay Oliveras
Phone: 615/253-4762
Email: lindsay.oliveras@tn.gov

Event Description

This event is for a mandatory pre-bid site visit for a one-time purchase for agency: TN Department of Environment and Conservation.

Specifications and terms & conditions are attached.

Contact: Lindsay Oliveras at 615-253-4762 and Lindsay.Oliveras@TN.gov.

READ THE ENTIRE EVENT, including the Event Details, Specifications, and Terms and Conditions and any other attached documents.

This is a notification for a mandatory pre-bid site visit to be held on April 19, 2016 at 10 a.m. CDT at:
 Nathan Bedford Forrest State Park
 1825 Pilot Knob Road
 Eva, TN 38333

The purpose of this Pre Bid Conference Event/Source of Supply Event is for a one-time purchase to provide: The State of Tennessee, with products and/or services as described in the attached terms, conditions, specifications and pricing.

If the Review and bid on this event link included in the e-mail notification does not work, please go to http://state.tn.us/generalserv/cpo/for_bidders.html
 Click on the link that says Bid Opportunities and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: <https://supplier.edison.tn.gov/> (Maintain supplier information)

Central Procurement Office Website: <http://tn.gov/generalservices/section/central-procurement-office>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to check the website frequently.

Factor Summary

Question	Response
In preparing bid(s), All bidders shall comply with the requirements of T.C.A. Section 62-6-119 in Providing the specified information within the sealed bids. Any bid not in strict compliance with the requirements of T.C.A. section 62-6-119 shall be rejected.	
Bids Over \$25,000.01 Requiring a Contractor's License	
Bidder shall enter the following information:	
List your Company's Tennessee State Contractor License Number	
List the License Classification(s) Applicable to Bid	
List the License Expiration Date	
Bidder shall enter the following information regarding the subcontractor, if applicable:	
List the Subcontractor's Tennessee State Contractor License Number	
List the License Classification(s) Applicable to Bid	



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Submit To:
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List the License Expiration Date
Required:Yes Mandatory ResponseNo

Response Comments

Associated Terms: **Tennessee Contractor License Information (Bids Over \$25,000.01 Requiring a Contractor's License)**
In preparing bids(s), all bidders shall comply with the requirements of T.C.A. Section 62-6-119 in providing the specified information within the Invitation to Bid. Any bid not in strict compliance with the requirements of T.C.A. Section 62-6-119 shall be rejected. Note: Submit additional subcontractor's information as an attachment to the bid.

Service Experience, Time in Business, Jobs

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three comparable jobs on-going or completed within the last two (2) years.

Comparable Job

List Name/Address of Comparable Job

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.
Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms: **Service Experience, Time in Business, Jobs**
A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested. A bidder must furnish satisfactory evidence of successful completion of comparable jobs for at least three customers within the past two years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable jobs in the space provided below.
Failure to provide at least three comparable job references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.



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The bidder shall indicate whether or not they plan to sub-contract:

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name
 List the Sub-Contractor's Address
 List the Sub-Contractor's Contact Person
 List the Sub-Contractor's Phone Number
 Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Subcontracting

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Please enter the vendor contact, for the purchase order

List the Contact Person's Name

List the Contact Person's Address

List the Contact Person's Phone Number

List the Contact Person's Toll Free Phone Number

List the Contact Person's Pager or Cell Number

List the Contact Person's Email Address

List the Contact Person's Website

Required: Yes Mandatory ResponseNo



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Response Comments

Associated Terms:

Vendor Contact, Purchase Order

The bidder shall list their company's Contact Person. The Contact Person shall be the contact person for all questions regarding the purchase order. Note: The bidder can attach a list of alternate personnel to contact to the bid.

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Required: Yes Mandatory Response:Yes

Response Comments

How many days after receipt of purchase order will it take you to deliver this item?

Required: Yes Mandatory Response:No

Response Comments

Please enter the number of days that your bid offer will expire from the bid opening date:

Required: Yes Mandatory Response:No

Response Comments

Associated Terms:

Bid Offer Expiration

Enter the expiration date of your bid offer in the space provided on this Invitation to Bid. A minimum period of thirty (30) days from the bid closing date is requested. The state shall have sixty (60) days to accept the bid if a minimum period is not stated.

A link to the Central Procurement Office's surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and



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actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No Mandatory Response No

Response Comments

Describe your Quality Control Program or Procedures:

Required: Yes Mandatory Response No

Response Comments

Associated Terms:

Quality Control

The vendor/contractor shall furnish competent, skilled supervision to insure that reasonable quality standards are maintained at all times.

Please answer yes or no to the following. If "yes", describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory Response No

Response Comments

The bidder shall indicate their standard warranty period

List the Standard Warranty Period

Required: Yes Mandatory Response No



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Email: lindsay.oliveras@tn.gov

Response Comments

Associated Terms: **Warranty Period**
Bidder shall indicate their standard warranty period
Please attached documentation reflecting registration or exemption with TN
Department of Revenue.
Required: Yes Mandatory ResponseNo

Response Comments



RFI Details (cont.)

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Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		



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Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the state's Supplier Portal or the information will be submitted in writing and mailed to one of the following addresses:

If the supplier is actively bidding but has not yet been awarded a purchase order or contract, please submit changes to the following address:

Tennessee Department of General Services
Purchasing Division
3rd Floor Tennessee Tower
Nashville, TN 37243

If the supplier is currently doing business with the state please submit changes to the following address:

Department of Finance and Administration

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.
4. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that he/she is a legal citizen of the United States or Permanent Resident Alien and that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.

Last Updated: 06/11/2009